

From: "Charles Duncan" <Charles.D.Duncan@gmail.com>
To: <buildinginspections@portlandmaine.gov>
CC: "eletherios" <ethoscarpentry@gmail.com>
Date: 2/2/2015 1:25 PM
Subject: Exterior repair, James L Merrill Condo Assoc.
Attachments: Permit request James L Merrill Condo Assoc 15 02-02.pdf; Ethos Carpentry, Estimate #125 15 02-01.pdf; IMG_4098.JPG

Dear Portland Building Inspections,

We seek a permit to repair rotted trim under the gable of our condominium building, as soon as possible. It is our understanding that this permit is required because we are located in a historic district.

Attached please find the following three documents:

1. City of Portland General Building Permit Application
2. Current photo showing the damaged areas under the eaves on the Emery St. side of the building
3. Contractor's estimate

If we may, we'd like to request fast-track approval so that the work can begin as soon as weather permits. Currently squirrels have entered the damaged areas and we find bits of pink Fiberglas insulation in the yard from their activities. We consider the need for repair urgent.

Please let me know of any additional information you might need, and again, thanks to whomever in your office helped me by phone.

Yours cordially,

Charles D. Duncan

76 Emery Street

Portland, Maine 04102, USA

T: 207.871.9295

F: 207.842.6496

Charles.D.Duncan@gmail.com